

October 1, 2002

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**APPROVAL OF AMENDMENT NUMBER TWO TO AGREEMENT NUMBER 68014
WITH NETWORK TELEVISION TIME, INC. FOR PRODUCTION SERVICES FOR THE
TELEVISED MEETINGS OF THE BOARD OF SUPERVISORS (ALL DISTRICTS)
(3 VOTES)**

IT IS RECOMMENDED THAT YOUR BOARD:

Approve and instruct the Chairman to sign Amendment Number Two to Agreement Number 68014 (Attachment A) with Network Television Time to extend the term of the Agreement for six (6) months to provide the County with production services for the televised hearings and meetings of the Board of Supervisors, and to add an additional contract term regarding Compliance with Jury Service Program.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

On February 7, 1995 the County entered into Agreement Number 68014 with Network Television Time (NTT) to provide the County with production services for the videotaping of meetings and hearings of the Board of Supervisors for television broadcast. On March 12, 2002, the County entered into an Amendment to Agreement Number 68014 to extend the term of the Agreement, from April 17, 2002 to October 17, 2002, and to add additional standard Board-approved contract terms.

In an effort to further improve public participation in Board meetings, on August 27, 2002, the Board authorized that additional services be included in the County's current contract with NTT (Agreement Number 68014). NTT is to provide the technical assistance to implement a video-transcript project so that an official transcript and corresponding video segments of Board meetings will appear on the County's website within 24 hours of the conclusion of a meeting. Pursuant to the Board's authorization, the Chief Administrative Office (CAO) and County Counsel are currently preparing an amendment to the Agreement to provide for the addition of these services.

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Approval of this action, to extend Agreement Number 68014 for six (6) months, will enable the contractor, NTT, to implement the video-transcript project and allow the County to evaluate the effectiveness of this new service. In addition, the County is currently assessing its needs for a new production services contract, upon expiration of its current Agreement. The County needs sufficient time to review its options regarding a new long-term contract for production services. In addition, this Amendment to the Agreement includes the addition of a recently Board-approved contract provision regarding Compliance with Jury Service Program.

Implementation of Strategic Plan Goals

The recommended action is consistent with the principles of the Countywide Strategic Plan Goals of Service Excellence. This recommended action will enable the County to have sufficient time to evaluate the effectiveness of the new video-transcript project, which will further improve public participation in Board meetings.

FISCAL IMPACT/FINANCING

The funding for the current Agreement, including the additional services for the video-transcript project approved by the Board, is included in the Cable Television Franchise budget. NTT has agreed to extend the Agreement at the same rate it currently charges. In addition, as authorized by the Board, NTT will be paid additional amounts for the new services related to the video-transcript project.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

As discussed above, NTT is in the process of implementing a new video-transcript project that was approved by the Board on August 27, 2002. This Amendment to extend the County's Agreement with NTT for six (6) months will allow sufficient time for NTT to implement this new project and to provide the County with an opportunity to evaluate the project's effectiveness.

In addition, the County is in the process of evaluating its needs for a new contract, upon expiration of the current Agreement. Before entering into a long-term contract for production services, the County needs sufficient time to review its options regarding the addition of services and equipment to continue improving the overall service to the public. The County also needs time to undertake the solicitation process before entering into a new long-term contract.

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The Amendment Number Two to Agreement Number 68014 (Attachment A) has been approved as to form by County Counsel.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The County will continue to receive services provided by NTT under its Agreement. In addition, the CAO and County Counsel are in the process of preparing an amendment to the Agreement to add new services to the Agreement, including the video-transcript project.

CONCLUSION

Upon approval and execution by the Board of Supervisors, it is requested that the Executive Officer-Clerk of the Board send an adopted copy of the Board Letter and Amendment Number Two to Agreement Number 68014 to: Bruce Arditte, Network Television Time, 2040 Avenue of the Stars, Suite 400, Los Angeles, California 90067, and to forward conformed copies to the Office of the County Counsel and the Chief Administrative Office, Attn: Director of Public Affairs.

Respectfully submitted,

DAVID E. JANSSEN

DEJ:GK
JAH:mp

Attachments (1)

c: County Counsel
Executive Office

**Amendment Number Two to Agreement Number 68014 for the Production
of Televised Board Meetings**

This Amendment Number Two to Agreement Number 68014 is made and entered into by and between the COUNTY OF LOS ANGELES, a body corporate and politic, hereafter ("County") and NETWORK TELEVISION TIME INC., hereafter ("Contractor").

WHEREAS, on February 7, 1995, the County and Contractor entered into Agreement Number 68014 to provide the County with production services for the videotaping of hearings and meetings of the Board of Supervisors of the County of Los Angeles;

WHEREAS, on March 12, 2002, the County and Contractor entered into an Amendment to Agreement Number 68014 to extend the terms of the Agreement from April 17, 2002 to October 17, 2002; and

WHEREAS, the County continues to require the services of Contractor beyond October 17, 2002.

NOW THEREFORE, in consideration of the mutual promises, covenants and conditions set forth herein, County and Contractor hereby agree to this Amendment Number Two to Agreement Number 68014 to extend the terms of said Agreement for an additional six months, from October 17, 2002 to April 17, 2003, and to add a new section 51 regarding Compliance with Jury Service Program.

6. TERM

The termination date of this Agreement is hereby extended for six months, from October 17, 2002 to April 17, 2003.

51. COMPLIANCE WITH JURY SERVICE PROGRAM

A. Jury Service Program.

This Agreement is subject to the provisions of the County's ordinance entitled Contractor Employee Jury Service ("Jury Service Program") as codified in Sections 2.203.010 through 2.203.090 of the Los Angeles County Code.

B. Written Employee Jury Service Policy.

1. Unless Contractor has demonstrated to the County's satisfaction either that Contractor is not a "Contractor" as defined under the Jury Service Program (Section 2.203.020 of the County Code) or that Contractor qualifies for an exception to the Jury Service Program (Section 2.203.070 of the County Code), Contractor shall have and adhere to a written policy that provides that its Employees shall receive from the Contractor, on an annual basis, no less than five days of regular pay for actual jury service. The policy may provide that Employees deposit any fees received for such jury service with the Contractor or that the Contractor deduct from the Employee's regular pay the fees received for jury service.
2. For purposes of this Section, "Contractor" means a person, partnership, corporation or other entity which has a contract with the County or a subcontract with a County contractor and has received or will receive an aggregate sum of \$50,000 or more in any 12-month period under one or more County contracts or subcontracts. "Employee" means any California resident who is a full time employee of Contractor. "Full time" means 40 hours or more worked per week, or a lesser number of hours if: 1) the lesser number is a recognized industry standard as determined by the County, or 2) Contractor has a long-standing practice that defines the lesser number of hours as full-time. Full-time employees providing short-term, temporary services of 90 days or less within a 12-month period are not considered full-time for purposes of the Jury Service Program. If Contractor uses any subcontractor to perform services for the County under the Agreement, the subcontractor shall also be subject to the provisions of this Section. The provisions of this Section shall be inserted into any such subcontract agreement and a copy of the Jury Service Program shall be attached to the agreement.
3. If Contractor is not required to comply with the Jury Service Program when the Agreement commences, Contractor shall have a continuing obligation to review the applicability of its "exception status" from the Jury Service Program, and Contractor shall immediately notify County if Contractor at any time either comes within the Jury Service Program's definition of "Contractor" or if Contractor no longer qualifies for an exception to the Program. In either event, Contractor shall immediately implement a written policy consistent with the Jury Service Program. The County may also require, at any time during the Agreement and at its sole discretion, that Contractor demonstrate to the County's satisfaction that Contractor either continues to remain outside of the Jury Service Program's definition of "Contractor" and/or that Contractor continues to qualify for an exception to the Program.
4. Contractor's violation of this Section of the Agreement may constitute a material breach of the Agreement. In the event of such material breach, County may, in its sole discretion, terminate the Agreement and/or bar Contractor from the award of future County contracts for a period of time consistent with the seriousness of the breach.

In all other ways, Agreement Number 68014 and the Amendment to Agreement Number 68014 remain in full force and effect.

IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Amendment Number Two to Agreement Number 68014 to be subscribed by its Chairman and the seal of such Board to be hereto affixed and attested by the Executive Office thereof, and Contractor has caused this Amendment Number Two to be subscribed in its behalf by its duly authorized signatory this _____ day of _____ 2002.

COUNTY OF LOS ANGELES

By _____
Chairman, Board of Supervisor

ATTEST:

VIOLET VARONA-LUKENS
Executive Officer
Board of Supervisors of the
County of Los Angeles

By _____

NETWORK TELEVISION TIME, INC. B.A.

By: Bruce Ardite

Name: Bruce Ardite

Title: President

APPROVED AS TO FORM:
LLOYD W. PELLMAN
County Counsel

By Lloyd W. Pellman
Deputy County Counsel